

POLICY NAME:	219.01: Violence Threat Response
EFFECTIVE:	12-14-2016
SUPERSEDES:	
SOURCE:	<i>Code of Alabama Section 16-60-111.4</i>
CROSS REFERENCE:	

1. It is the intent of the Board of Trustees to provide a safe workplace and a safe educational environment, free of acts or threatened acts of violence, including hostile behavior, physical or verbal abuse, or possession of weapons or dangerous materials of any kind on System property or while conducting System business against employees, contractors, students, visitors, or anyone else. This policy provides a planned and immediate response to such incidents. Violence or threats of violence will not be tolerated.

2. **Third Party Influences.** Contractors, students, and/or visitors purposefully threatening the safety of others on System premises may be subject to immediate removal from the premises and/or prosecution under the law. Students may also be subject to disciplinary procedures under the institution's student discipline code.

3. **Employees.** To ensure both safe and efficient operations, the Board of Trustees expects and requires all System employees to display common courtesy and to engage in safe and appropriate behavior on the job at all times. Any involvement in acts or threatened acts of violence, including hostile behavior, physical or verbal abuse, or possession of weapons or dangerous materials of any kind is considered unacceptable behavior that violates this standard of appropriate behavior in the workplace and in the educational environment.

Employees are responsible for their conduct on System premises, whether they are on or off duty. Alabama Community College System and institutional rules of conduct and behavior expectations also apply when employees are traveling on System business as well as any time employees are working for or are representing the Alabama Community College System away from the premises.

4. System institutions will promptly investigate any physical or verbal altercation, threats of violence, or other conduct by employees that threatens the health or safety of other employees or students or the public or otherwise might involve a breach of or departure from the conduct standards in this policy. A search of property may be conducted, under appropriate circumstances. All incidents of physical altercations or threats of violence are treated as gross misconduct and will result in disciplinary action up to and including termination of employment for employees and disciplinary action up to and including expulsion for students.

5. Retaliation in any form against an individual who exercises his or her right to make a complaint under this policy, or who provides information in the investigation of a complaint, is strictly prohibited and will result in appropriate disciplinary action up to and including termination of employment for employees and appropriate disciplinary action up to and including expulsion for students.

6. The Chancellor may issue appropriate guidelines and procedures for implementation of this policy.